

PARISH NAME
Sample Parish Council Meeting Agenda

Meeting Date: _____

Time: _____

Location: _____

Section I – Opening Business

- Opening Prayer & Devotional
- Pastor’s Report
- Chairman’s Report
- Approval of Previous Meeting Minutes (Meeting Date: _____)
- Treasurer’s Report
- Correspondence

Section II – Old Business

- Organizational Updates
- Committee Updates
- Reminder: Lobby Duty Sign-Up Genius – Please Sign Up
- Project Updates (as applicable: kitchen renovation, sanctuary, etc.)
- Upcoming Events
- Outreach

Section III – New Business

- Long-Range Planning & Capital Projects Recommendations
- Other Items as Needed

Closing Prayer & Adjournment

Upcoming Meetings

- Festival Planning Meeting: _____
- Next Parish Council Meeting: _____

Opening Prayer

Jesus, wisdom of the Father, grant me the wisdom to always think, speak, and do that which is good in Your sight. Deliver me from evil thoughts, words, and deeds. Have mercy upon Your creation, and on me, a manifold sinner.

Closing Prayer

Christ, Guardian of all, may Your right hand be upon me both day and night, while at home and traveling, while sleeping and awake, so that I may never falter. Have mercy upon Your creation, and on me, a manifold sinner.